

MINUTES  
TRANSPORTATION ASSET MANAGEMENT COUNCIL  
October 8, 2002  
Lansing Michigan

Meeting noticed in accordance with Open Meetings Act, Public Act 267 of 1976.

**Present**

Rick Deuell	Carmine Palombo
John Elsinga	Kirk Steudle
Aaron Hopper	Steven Warren
Lou Lambert	Thomas Wieczorek
William McEntee	Charles Krupka

**Absent**

John Kolessar

Charles Krupka, Council Executive Secretary, called the meeting to order at 1:10 p.m. in the Bureau of Aeronautics Auditorium, Lansing, Michigan.

**Welcoming Comments**

Secretary Krupka recognized Greg Rosine, Director, Michigan Department of Transportation (MDOT), for a brief welcome and congratulations to each member. Secretary Krupka then requested each member give a brief introduction of themselves and their desires for the Council.

**Selection of Council Chair and Vice Chair**

Secretary Krupka requested nominations for the position of Council Chairperson. William McEntee nominated Carmine Palombo, Lou Lambert supported the motion. No other nominations were made. Carmine Palombo was elected Chairperson by a unanimous vote.

Secretary Krupka requested nominations for the position of Council Vice Chair. Lou Lambert nominated Thomas Wieczorek, supported by Kirk Steudle. No other nominations were made. Tom Wieczorek was elected Vice Chair by a unanimous vote.

**Correspondence**

Secretary Krupka distributed a letter from John Daly, Manager-Director for the Genesee County Road Commission, and a response from Barb Hayes, Chief

Administrative Officer for the Michigan Department of Transportation. Mr. Daly's letter requested transferring jurisdiction of the joint County Road Association of Michigan (CRAM)/MDOT pilot project to the Transportation Asset Management Council. Ms. Hayes' letter, on behalf of MDOT, concurred in that recommendation. Rick Lilly, staff to the Council, gave an explanation of the pilot project. The pilot project was a small-scale attempt at doing an asset management style evaluation of pavement condition. Data collection and fieldwork have been completed on this project. No action will be taken on the recommendation until a response is received from the County Road Association of Michigan.

### **Overview of Act 499**

Rick Lilly gave a slide presentation on Public Act 499, the legislation that created the Council. Following the presentation, Mr. Lambert discussed the need to get a supplemental appropriation to fund activities of the Council. He explained the Council would actually need to adopt two budgets; one for Fiscal Year (FY) 2003 and one for FY 2004. He further explained that MDOT would cover the Council activities until a supplemental appropriation is passed.

### **Council Organization**

Secretary Krupka and Mr. Lilly went over several organizational items with the Council.

Critical Dates: Mr. Lilly went over key dates required in the legislation, explaining that by May 2, 2003, the Council must submit an annual report to the State Transportation Commission and the Legislature; and by October 1, 2003, the Council must publish the first multi-year program.

Activities and Roles: Mr. Lilly went over possible roles for MDOT staff, the planning regions/metropolitan planning organizations (MPO), and the Local Technical Assistant Program (LTAP). Mr. Lilly noted any activities conducted by the planning regions and MPOs would go through their normal work programs and each agency should have a category in their work program for asset management. In response to a question from the Council, Mr. Lilly indicated the law allowed for funding of any activity identified as part of the processes necessary to carry out the requirements stipulated in Section 9a of Act 51. Mr. Lilly asked Terry McNinch, director of the LTAP, to make a few remarks regarding how the LTAP can assist the Council. Mr. McNinch went over training activities for both PASER and RoadSoft. He provided the Council with examples of newsletters and brochures and indicated he would also provide the members with copies of the PASER training videos and manuals. Mr. Lilly requested that all requests for information or materials be directed to Secretary Krupka.

Working Committees: Mr. Lilly requested that the Council create four working committees to facilitate the immediate activities of the Council. No action was taken on the request.

### **Tentative Meeting Schedule**

Mr. Lilly went over the need for the remaining meetings of the year. Secretary Krupka asked members to submit dates as to their availability. In response to a question from Mr. McEntee, information regarding all action items will be sent out to the members at least one week prior to the meeting. Chairman Palombo noted that, prior to voting on specific issues, council members may want to discuss the agenda items with their respective agencies. In those instances, staff will attempt to get the information to the members well in advance of taking any vote. The Council agreed their next meeting will be held on October 22, 2002, at 1:00 p.m. in the Bureau of Aeronautics Auditorium, Lansing, Michigan.

### **Draft Budget**

Secretary Krupka distributed copies of a draft budget. He briefly went over the budget with the Council. There were several questions from the Council regarding the ability to rate all 39,360 miles; how long it will take to do the ratings; and whether there was a sufficient number of training meetings scheduled. Mr. Warren suggested that we must recognize the importance of training for this process and that the Council not under fund this activity. Mr. Lilly pointed out that the draft budget did not include funds for MDOT's administrative activities for the Council. These would be covered within existing budgets. Mr. Lilly also noted that there was no money included for the purchase of vehicles. Mr. Lambert indicated that this was a conservative estimate of needed funds. Mr. McEntee raised a question regarding the cost/mile figure being used. He noted that the cost for collection in urban areas would be different from those in rural areas. Mr. Lilly indicated that data from the pilot project indicated that indeed the time required to collect data in urban counties was substantially different from rural counties and the figure being used was an average. Mr. Lilly also indicated that he would go back to the logs from the pilot project to see if a better number could be used. Secretary Krupka requested that the members review the budget and send any comments to him before the next meeting.

### **Adjournment**

There being no additional business, Secretary Krupka adjourned the meeting at 3:10 p.m.

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Executive Secretary